PRPD - Provider Person Detail

This screen is used to display, add or modify detailed information about an individual who is associated with a specific provider/facility.

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CAFSPRPD                    PROVIDER PERSON DETAIL         07/06/2016    10:50
USER ID : C74142FS MODIFY
PROV NO : 0001054  001          PROV NAME: FINKLE FOSTER HOME
CCUBS PROV NO :                 FACIL NAME: FINKLE FOSTER HOME

CAPS ID : 00001156                       START DATE : 01/08/2013
LICENSEE NO : 001                        END DATE   : 99/99/9999
RLNSHP  : DIR  DIRECTOR                   DFS33 HLTH STMT REC:
FIRST NAME   : FELICITY                        TB :      IMMUNIZATION :
MIDDLE NAME :                             DFS33A SENT :
LAST NAME    : FARMER                           REC :
SSN          : 657-48-9321               CRIMINAL CHECK REC :
BIRTH DATE   : 04/23/1968                PROT SERV CHECK REC:
BIRTH PLACE :                            MARITAL STATUS: NM  NEVER MARRIE
ETHNICITY    : AI   AMERICAN INDIAN          DATE :
RELIGION     :                               PLACE:
SEX          : F    FEMALE               MAIDEN NM  :
LAST GRADE COMPLETED :                   PREVIOUS MARRIAGE :
CCUBS PERSON ID :                             NAME:

EMPLOYER NAME:
PHONE   :                   INCOME:                   STATUS:

                                                          PATH: _
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Field Descriptions (F12) indicates code lookup is available.

PROV NO (F12)
This field will display the provider number of the provider who was entered on the PRPL (Provider Person List) screen.

PROV NAME
This field will display the name of the provider whose ID is entered in the PROV NO field.

FACIL NAME
This field will display the name of the facility whose ID is entered in the PROV NO field.

CCUBS PROV NO
This field will display the CCUBS (Child Care Under the Big Sky) provider number, if the provider/facility is also known to CCUBS. *This number will start with PV.*

CAPS ID (F12)

Enter the CAPS ID of the provider person you are associating to the facility. *Once updated, this cannot be changed. Enter an affiliation end date or delete the provider person from the PRPL (Provider Person List) screen.*

LICENSEE NO
Enter the licensee number for the provider person. *001=specific to Director, 002=specific to Contact; all other associated persons will have licensee numbers not equal to 001 or 002.*

RLNSHP (F12)
Enter the relationship of the provider person to the facility.

FIRST NAME
This field will display the first name of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

MIDDLE NAME
This field will display the middle name of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

LAST NAME
This field will display the last name of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

SSN
This field will display the social security number of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

BIRTH DATE
This field will display the date of birth of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

BIRTH PLACE
This field will display the birth place of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

ETHNICITY (F12)

This field will display the ethnicity of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the first ethnicity field on the PERD (Person Detail) screen.*

RELIGION (F12)
Enter the religious preference for the provider person.

SEX (F12)
This field will display the sex code and description of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

LAST GRADE COMPLETED
Enter the last grade the provider person completed. *For example, if they graduated high school, enter 12. If they have a four year bachelor's degree, enter 16.*

CCUBS PERSON ID
This field will display the CCUBS (Child Care Under the Big Sky) person ID, if the provider person is also known to CCUBS. *This number will start with PS.*

START DATE
Enter the date the provider person's association with the facility started.

END DATE
Enter the date the provider person's association with the facility ended.

DFS33 HLTH STMT REC
Enter the date the provider person's DFS33 health statement form was received.

TB
Enter "Y" (yes) if the provider person completed tuberculosis testing (if required for facility type). If "Y" is not entered, this field will default to "N" (no).

IMMUNIZATION
Enter "Y" (yes) if the provider person completed required immunizations (as required for facility type). If "Y" is not entered, this field will default to "N" (no).

DFS33A SENT
Enter the date the provider person's DFS33A form was sent.

REC
Enter the date the provider person's DFS33A form was received.

CRIMINAL CHECK REC (two fields)

In the first field, enter the date the provider person's criminal check was received. In the second field, enter "YCH" if criminal history was identified or "NCH" if <u>no</u> criminal history was identified.

PROT SERV CHECK REC (two fields)
In the first field, enter the date the provider person's protective services check was received. In the second field, enter "YPS" if protective services history was identified or "NPS" if <u>no</u> protective services history was identified.

MARITAL STATUS (F12)
This field will display the marital status code and description of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

DATE
This field will display the date of marriage or divorce (if MARITAL STATUS = MA or DV) of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the PERD (Person Detail) screen.*

PLACE (two fields)
Enter the place of marriage for the provider person (if MARITAL STATUS = MA). *The first field is the city and the second field is the state code (F12).*

MAIDEN NM
This field will display the maiden name of the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the AKAD (Person Name AKA Detail) screen.*

PREVIOUS MARRIAGE
This field will display "Y" (yes) if there is a previous married name for the person whose CAPS ID is displayed in the CAPS ID field as is not enterable. *This information defaults from the AKAD (Person Name AKA Detail) screen.*

NAME
This field will display the previously married name (PREVIOUS MARRIAGE field is marked "Y") for the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the AKAD (Person Name AKA Detail) screen.*

EMPLOYER NAME
This field will display the name of the employer for the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the EMPL (Employment History) screen.*

PHONE

This field will display the phone number of the employer for the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the EMPL (Employment History) screen.*

INCOME
This field will display the employment income for the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the EMPL (Employment History) screen.*

STATUS (F12)
This field will display the current employment status for the person whose CAPS ID is displayed in the CAPS ID field and is not enterable. *This information defaults from the EMPL (Employment History) screen.*

Additional Information

None.